

FBI Criminal Background Check “Channeler” for CNCS Grantees

Overview

In September 2015, the Corporation for National and Community Service (CNCS) executed a contract with Fieldprint, Inc., (“Fieldprint”) to provide grantees with FBI fingerprint-based national criminal history background checks (“FBI checks”). The addition of Fieldprint’s services means that all grantees and subgrantees (collectively, “grantees”) will have a clear path to obtain timely FBI checks. Service is expected to begin in January 2016.

This contract relies on CNCS’s legal authority to allow Fieldprint to provide grantees with adjudicated FBI checks. To obtain checks, grantees will work with and pay Fieldprint directly.

Background: FBI Fingerprint-Based Checks and State Repositories

CNCS requires grantees to conduct criminal history checks on any person receiving a salary, stipend, living allowance, or national service education award, through a program receiving CNCS funds. In most circumstances, the required checks include a fingerprint-based FBI check. (See our Criminal History Check web site and [45 CFR 2540.200-207](#) for more information on when such checks are required.) The required source for these checks are official state criminal history information repositories, the same entities that provide statewide criminal history checks. However, in some states these repositories are unable to provide these FBI checks for various reasons (e.g., a lack of statutory authority, a lack of capacity to adjudicate results).

Regardless of whether your program uses Fieldprint to conduct an FBI check, you MUST still conduct a nationwide check of the National Sex Offender Public Web Site (NSOPW.gov) and, in appropriate circumstances, state checks in the individual’s state of residence and state of service. Failure to do so will result in cost disallowance.

What Fieldprint Will Offer

A limited number of contractors like Fieldprint, called “Channelers,” are approved by the FBI to process requests for checks through the FBI’s background check system. Fieldprint will provide adjudicated fingerprint-based FBI checks. Adjudicated checks means that Fieldprint will inform the grantee whether or not that individual has cleared the ineligibility criteria established by the Serve America Act (e.g. a registered/registerable sex offender or convicted murderer), but will not provide an individual’s detailed criminal history.

Who Should Use Fieldprint

Grantees may use Fieldprint to obtain FBI checks if the grantee cannot successfully receive this service from state repositories. This would include grantees that are operating in states that do not offer FBI checks or cannot provide them in a timely manner, or will not adjudicate the results, or grantees that recruit individuals from many different states such that dealing with many different state agencies is infeasible. In other words, if you’re one of the many grantees that can obtain timely FBI checks through your state repository—keep using it! If not, use Fieldprint.

Next Steps

CNCS is working with Fieldprint to commence service by January 2016. The rollout plan will include a dedicated Fieldprint web page for CNCS grantees that will contain clear information on how to setup an account with Fieldprint, where to obtain fingerprints, how to make payments to Fieldprint, and how to track requests from initiation to final adjudication.

CNCS will provide more information on exemptions and Alternative Search Procedures (ASPs) in the coming weeks. To receive updates, register for CNCS’s “National Service Criminal History Checks” [GovDelivery bulletin](#), visit our [Criminal History Check web page](#) frequently, and of course be in touch with your Program Officer.